

5 FAH-1 H-800 INVITATIONS

5 FAH-1 H-810 EXTENDING INVITATIONS

(CT:CH-26; 06-21-2012)

(Office of Origin: S/CPR)

(Updated only to revise Office of Origin and some formatting)

5 FAH-1 H-811 GENERAL

(CT:CH-17; 06-29-2007)

- a. Invitations are used in the Department and at post for both formal and informal entertaining. Invitations may be extended on an engraved card, a calling card, a folded card, through a personal note, or by telephone.
- b. Invitations should be promptly answered in the same style and language as the invitation received.
- c. This chapter contains guidelines for extending invitations. In the Department, the Protocol Office (S/CPR/C), Room 6635 HST, (202) 647-2663, should be consulted for questions concerning invitations. Persons at post should consult the protocol officer or the executive section.

5 FAH-1 H-812 STATIONERY

(TL:CH-4; 07-31-2002)

- a. The stationery for invitations extended on the engraved card should measure 5 3/4" x 4 1/2". Stationery may be obtained through the executive office or purchased locally (in English and/or the language of the country). For informal invitations, a formal card, a personal note, or a calling card may be used.
- b. Replies to formal invitations should be sent on white, formal stationery measuring approximately 5" x 7 1/4".

5 FAH-1 H-813 THROUGH H-819 UNASSIGNED

(TL:CH-1; 09-30-1993)